

CABINET

Minutes of a Hybrid meeting held on 25th January, 2024.

The Committee agenda is available [here](#).

The Meeting recording is available [here](#).

Present: Councillor L. Burnett (Chair); Councillors R.M. Birch, B.E. Brooks, G. John, S.D. Perkes, S. Sivagnanam, E. Williams and M.R. Wilson.

Also Present: Councillors C.P. Franks and Dr. I.J. Johnson.

C210 ANNOUNCEMENT –

The Leader welcomed all parties to the meeting of the Vale of Glamorgan Cabinet.

Members and Officers were reminded that the meeting was being livestreamed, recorded and would be uploaded to the Vale of Glamorgan Council's website as soon as practicable after the meeting.

She asked if all participants to ensure that if participating in person in the Chamber that their microphone not be activated and for remote attendees to 'mute' themselves when not speaking to avoid any background noise or feedback when other participants were speaking, and if a participant wished to speak if they could activate their respective request to speak function or use the 'raise hand' function if attending remotely.

Members were asked to ensure that all debate be raised verbally and not via the 'chat' function for the sake of the recording. The 'chat' function could be used to highlight any technical issues and/or to get the attention of the Chair or Democratic Services Officers.

C211 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 11th January, 2024 be approved as a correct record.

C212 DECLARATIONS OF INTEREST –

No declarations of interest were received.

C213 CORPORATE FRAUD ENFORCEMENT POLICY (REF)

The reference from Governance and Audit Committee on 11th December, 2023 was presented.

The Leader moved that the item be fully considered alongside Item 11 on the agenda which concerned the same matter, which was agreed.

Having considered the reference alongside Item 11 on the agenda, it was subsequently

RESOLVED – T H A T the item be fully considered alongside Item 11 on the agenda which concerned the same matter.

Reason for decision

Having regard to the contents of the reference and discussions at the meeting.

C214 DRAFT TRANSGENDER INCLUSION TOOLKIT AND GUIDANCE DOCUMENT FOR SCHOOLS AND OTHER SETTINGS (REF)

The reference from Corporate Performance and Resources Scrutiny Committee on 17th January, 2024 was presented, having also previously been considered by the Learning and Culture Scrutiny Committee on 11th January, 2024 and discussed at the Corporate Parenting Panel meeting on 8th January, 2024.

The report had gone out for comments and consultation last spring and those findings reported to Scrutiny Committees. The time taken to consult had shown the importance of the consultation period as changes were then made because of received responses from varied sources.

The Cabinet Member proposed that the revised Vale of Glamorgan Council's Transgender Inclusion Toolkit and Guidance Document for Schools and Other Settings, including the proposed amendments within Recommendation (2) from Corporate Performance and Resources Scrutiny Committee be endorsed, namely:

- That a list or table outlining the changes between the previous and new toolkits (appendices A and B of the original report) be included with the latest version.
- The need to place greater emphasis on the toolkit as being a guide rather than a teaching or pupil resource.
- Consideration to be given for future consultations on the toolkit for various religious groups to be engaged with this process and to encourage further responses from both adults and children.

The Leader was happy to second the proposal and Cabinet thanked the Officers concerned for their work in producing and amending the Toolkit.

Councillor Williams said that there had been discussion at Corporate Performance and Resources Scrutiny Committee concerning some of the responses that had been received that had not been made public but had been made available to Members who wanted to see them. He also looked forward to seeing what documentation and support would follow from Welsh Government on the matter.

Having considered the reference, it was subsequently

RESOLVED –

(1) **T H A T** the revised Vale of Glamorgan Council’s Transgender Inclusion Toolkit and Guidance Document for Schools and Other Settings, including the proposed amendments within Recommendation (2) from Corporate Performance and Resources Scrutiny Committee be endorsed, namely:

- That a list or table outlining the changes between the previous and new toolkits (appendices A and B of the original report) be included with the latest version.
- The need to place greater emphasis on the toolkit as being a guide rather than a teaching or pupil resource.
- Consideration to be given for future consultations on the toolkit for various religious groups to be engaged with this process and to encourage further responses from both adults and children.

(2) **T H A T** Officers be thanked for their work in producing and amending the Toolkit.

Reasons for decisions

(1-2) Having regard to the contents of the reference and discussions at the meeting.

C215 GLAMORGAN HERITAGE COAST ADVISORY GROUP –

The minutes of the Glamorgan Heritage Coast Advisory Group held on 13th October, 2023 were presented.

Items discussed at the meeting included updates concerning the Glamorgan Heritage Coast, public rights of way work, matters raised by Bridgend Borough Council and a coastal funding update.

RESOLVED – T H A T the minutes of the Glamorgan Heritage Coast Advisory Group held on 13th October, 2023 be noted.

Reason for decision

In noting the minutes.

C216 CORPORATE PARENTING PANEL –

The minutes of the Corporate Parenting Panel held on 13th November, 2023 were presented.

Councillor Williams who Chaired the Panel referred to the presentation given to the Panel concerning the Youth Justice and Early Support Service and some excellent case studies that were discussed by Panel Members. It was noted that Officers from across a number of Directorates were involved and worked productively in partnership to provide better life chances for young people.

RESOLVED – T H A T the minutes of the Corporate Parenting Panel held on 13th November, 2023 be noted.

Reason for decision

In noting the minutes.

C217 SHARED REGULATORY SERVICES –

The minutes of the Shared Regulatory Services held on 13th December, 2023 were presented.

Items discussed at the meeting included a Shared Regulatory Services (SRS) Overview and Update report, Fees and Charges for 2024/25 and budget savings that would be further discussed at a Special Meeting of the SRS Joint Committee on 31st January, 2024.

RESOLVED – T H A T the minutes of the Shared Regulatory Services held on 13th December, 2023 be noted.

Reason for decision

In noting the minutes.

C218 USE OF THE CHIEF EXECUTIVE'S EMERGENCY POWERS (EL/PR) (SCRUTINY – ALL) –

The Leader presented the report, the purpose of which was to notify Cabinet of the exercising of Emergency Powers by the Chief Executive since the last report on 30th November, 2023.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T the use of the Chief Executive's Emergency Powers be noted.

Reason for decision

To inform Cabinet.

C219 LEVELLING UP AND LONG-TERM PLAN FOR TOWN UPDATE REPORT (EL/PR) (SCRUTINY – ENVIRONMENT AND REGENERATION) –

The Leader presented the report, the purpose of which was to inform Cabinet of the recent awards of UK Government administered funds and initiatives to support local economic growth, regarding Long-Term Plan for Towns and Levelling Up Funding; as well as to seek Cabinet authority to take the necessary next steps to progress delivery of the funding.

The Leader said that the funding associated with the proposals would not be available until next autumn, so the report at this stage was setting the stage to take matters forward in preparation for when funding was received, and that Members would be updated as matters progressed.

The Deputy Leader looked forward to the development of the proposals.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the update and recent developments in respect of the three separate UK Government administered funds which had been awarded to Vale of Glamorgan Council be noted, including the methodology of each fund being administered by the UK Government, the relationships between each of those and the progress required towards the delivery of the Long-Term Plan for Towns and the associated governance procedures.

(2) T H A T the actions required to be taken to progress the delivery of the Long-Term Plan for Towns and to develop the associated governance procedures be noted.

(3) T H A T delegated authority be granted to the Director of Place (in consultation with the Executive Leader and Cabinet Member for Performance and Resources, Chief Executive, Head of Finance/Section 151 Officer and the Monitoring Officer/Head of Legal and Democratic Services) to take all necessary actions to develop the Council's initial response to the UK Government's award of the Long Term Plan for Towns on behalf of the Vale of Glamorgan Council by bringing local partners together to establish a Town Board and to start the process of setting out a

long term vision based on local priorities in order to create a Long Term Plan for Barry.

(4) T H A T further to recommendation 2, a further report be brought to Cabinet to provide further details of the development of the Town Board and proposals to allow effective scrutiny and challenge to the work of the Town Board alongside progress on the 'Barry Making waves / Y Barri Creu Tonnau' project.

(5) T H A T the proposed changes to the 'Barry Making Waves' Y Barri Creu Tonnau' Levelling Up Fund (Round 3) project be agreed.

(6) T H A T further to recommendation 5, authority be delegated to the Director of Place (in consultation with the Executive Leader and Cabinet Member for Performance and Resources, Chief Executive, Head of Finance/Section 151 Officer and the Monitoring Officer/Head of Legal and Democratic Services) to prepare (including commissioning external support where necessary) a revised masterplan and associated funding package and to agree any project changes, including; changes to project outputs; spend profiles; outcomes, any other activity to ensure the delivery of the Levelling Up Fund (Round 3) project Barry Making Waves - Y Barri Creu Tonnau on behalf of the Vale of Glamorgan Council and its partners.

(7) T H A T further to recommendation 6, authority be delegated to the Director of Place (in consultation with the Executive Leader and Cabinet Member for Performance and Resources, Chief Executive, Head of Finance/Section 151 Officer and the Monitoring Officer/Head of Legal and Democratic Services) to negotiate and agree terms with relevant landowners, partner organisations and contractors to ensure the delivery of the LUFR3 project in compliance with the terms and conditions of the funding subject to the required procurement, commissioning and contractual arrangements, through to completion, pursuant to the development and delivery of the Barry Making Waves' Y Barri Creu Tonnau' Levelling Up Fund (Round 3) project.

(8) T H A T further to recommendations 4 and 5, authority be delegated to the Director of Place (in consultation with the Executive Leader and Cabinet Member for Performance and Resources, Chief Executive, Head of Finance/Section 151 Officer and the Monitoring Officer/Head of Legal and Democratic Services) for the capital funding associated with those grants to be added into the Capital Programme and also for any further necessary additions, deletions or transfers to be made to the schemes as they progress.

(9) T H A T the formal response by the UK Government to the amended Levelling Up Fund (Round 3) award, be reported back to Cabinet in due course together with detailed budget management and governance arrangements relating to the delivery of the project.

Reasons for decisions

(1) To apprise Cabinet of the current position regarding the various recent funding announcements from UK Government and the progress being made to meet the requirements necessary to access the funding provided by the LTPT.

- (2) To note the actions required to be taken to progress the delivery and to meet the requirements necessary to access the funding provided by the LTPT.
- (3) To establish the necessary governance arrangements to ensure the delivery of the LTPT, in line with the requirements of the funding scheme.
- (4) To apprise Cabinet of progress and to ensure effective challenge and scrutiny of the projects.
- (5) To seek authority to agree the proposed changes to the original LUFR3 bid (round June 2022) to ensure the scheme could be delivered within the round 3 funding awarded.
- (6) To allow the project delivery plan and schedule to be prepared and to ensure the scheme was delivered within the funding window currently identified (end March 2026).
- (7) To obtain authority to negotiate and agree terms with relevant landowners, partner organisations, consultants and contractors to ensure the delivery of the LUFR3 (Round 3) project.
- (8) To ensure the proper financial management of the projects which were delivered through the awards.
- (9) To report back to Cabinet on the UK Government agreement to the proposed changes to the delivery of the Levelling Up Fund (Round 3) award and any advice received from the funding body.

**C220 CORPORATE FRAUD ENFORCEMENT POLICY (EL/PR)
(SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –**

The Leader presented the report along with the reference from Governance and Audit Committee listed under Item 4 on the agenda, the purpose of which was to provide Cabinet with the Council's draft Corporate Fraud Enforcement Policy ("the Policy") following comments from the Governance and Audit Committee for consideration and approval.

Governance and Audit Committee had considered the report and proposed that Section 4 of the draft Corporate Fraud Enforcement Policy relating to investigations be amended to include commentary that investigations should be carried out or led by Officers with the appropriate training and/or experience, which was agreed.

This was a matter for Executive decision.

Cabinet, having considered the report, the reference and all the issues and implications contained therein

RESOLVED –

(1) T H A T Section 4 of the draft Corporate Fraud Enforcement Policy relating to investigations be amended to include commentary that investigations should be carried out or led by Officers with the appropriate training and/or experience, which was agreed.

(2) T H A T the Corporate Fraud Enforcement Policy attached at Appendix A to the report be approved, subject to the revisions described in Resolution (1).

(3) T H A T the report be referred to Full Council to amend the Officer Delegations in the Constitution in accordance with paragraph 2.4 and 2.8.

Reasons for decisions

(1) Having regard to the contents of the reference and discussions at the meeting.

(2) To ensure that the Council's sanction decision making process was stringent, robust, transparent, and properly considers the public interest.

(3) To update the Officer Delegation Scheme and relevant provisions within the current Constitution to reflect the above changes.

C221 DISPOSAL OF FREEHOLD INTEREST IN 119 BROAD STREET, BARRY (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –

The Leader presented the report, the purpose of which was to seek Cabinet approval to dispose of the freehold interest in 119 Broad Street, Barry to Cardiff and Vale Citizens Advice Bureau.

The Leader said that the work undertaken by the Cardiff and Vale Citizens Advice Bureau (CAB) had been fundamental to our ability to support for residents of the Vale of Glamorgan. There was very strong partnership working in place between the Council and the CAB and the property was surplus to the Council's requirements and recommended for disposal.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the freehold interest in 119 Broad Street, Barry be declared surplus to the Council's requirements and disposed of to the Council's tenants Cardiff and Vale Citizens Advice Bureau Limited.

(2) T H A T delegated authority be granted to the Head of Finance/S151 Officer to agree terms and conditions for the disposal of the freehold interest in the property as shown edged red on the plan at Appendix A by the most appropriate means in consultation with the Monitoring Officer / Head of Legal & Democratic Services subject to the disposal being at market valuation.

(3) T H A T the Monitoring Officer / Head of Legal & Democratic Services be authorised to prepare, complete and execute all appropriate legal documentation required to dispose of the freehold interest in the property at the appropriate time.

Reasons for decisions

(1) To declare the site surplus to requirements as the property was no longer required for accommodation purposes.

(2) To ensure that the Council obtained best consideration for the property in accordance with its statutory and fiduciary obligations.

(3) To legally formalise the disposal of the property to obtain a capital receipt which would be used for to contribute to asset renewal on the Council's remaining building assets.

C222 ACQUISITION OF RESIDENTIAL PROPERTIES IN THE VALE OF GLAMORGAN (SCH) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) –

The Cabinet Member presented the report, the purpose of which was to seek Cabinet approval to acquire up to three residential properties in the Vale of Glamorgan for use by the Social Services Directorate.

Full considerations were detailed in a Part II report later on the agenda and Cabinet was requested to consider the reports in conjunction.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the contents of the report be noted and considered in connection with the Part II report later on the meeting agenda.

(2) T H A T use of the urgency procedure as set out at Section 15.14 of the Council's Constitution be agreed in respect of recommendations contained within the Part II report.

Reasons for decisions

- (1) To allow the Part I and Part II reports to be considered together.
- (2) To ensure that the Council could deliver the scheme.

**C223 MATTER WHICH THE CHAIRMAN HAS DECIDED WAS URGENT
(PART I) –**

RESOLVED – T H A T the following matter which the Chair had decided was urgent for the reason given beneath the minute heading be considered.

**C224 VALE OF GLAMORGAN ENTERPRISE CENTRE (DL/SP)
(SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) —
(Urgent by reason of the need to ensure that the chosen strategic option could
be enacted within the expected timescales.)**

The Deputy Leader presented the report, the purpose of which was to consider strategic options for the Vale of Glamorgan Enterprise Centre and to obtain authority for a way forward.

The key issues as described in paragraphs 2.2 to 2.6 of the report showed the significant investment required for the Centre to reach a lettable standard.

Full considerations were detailed in a Part II report later on the agenda and Cabinet was requested to consider the reports in conjunction.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the Strategic Options for the Vale Enterprise Centre be noted.
- (2) T H A T the contents of the report be noted and considered in connection with the Part II report on the agenda.
- (3) T H A T the use of the urgent decision procedure as set out in Section 15.14 of the Council's Constitution be agreed in respect of recommendations contained within the Part II report.

Reasons for decisions

- (1) To inform the decision of Cabinet.

- (2) To allow the Part I and Part II reports to be considered together.
- (3) To ensure that the chosen strategic option could be enacted within the expected timescales.

C225 EXCLUSION OF PRESS AND PUBLIC –

RESOLVED – T H A T under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

C226 ACQUISITION OF RESIDENTIAL PROPERTIES IN THE VALE OF GLAMORGAN (SCH) (SCRUTINY – HEALTHY LIVING AND SOCIAL CARE) – (EXEMPT INFORMATION – PARAGRAPHS 12, 13 AND 14) –

The Cabinet Member presented the report, the purpose of which was to seek Cabinet approval to acquire up to three residential properties in the Vale of Glamorgan for use by the Social Services Directorate.

The Vale of Glamorgan Council's Market Stability Report (MSR) October 2023 to March 2027 identified the need for additional residential properties within the Vale of Glamorgan. Supported accommodation within the Vale of Glamorgan was at capacity and additional provision was required.

The Council would seek external funding through Welsh Government's Housing with Care Fund, to purchase and renovate the three properties to an appropriate standard.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the acquisition of up to three residential properties for the purpose of housing Unaccompanied Asylum-Seeking Children (UASC) in the Vale of Glamorgan be approved.
- (2) T H A T delegated authority be granted to the Director of Social Services to instruct the Council's Estates Team and Project Management Unit to undertake a detailed property search and to enter negotiations to acquire properties deemed appropriate to meet the service area's needs (subject to funding).
- (3) T H A T delegated authority be granted to the Director of Social Services to instruct the Council's Estates Team and Project Management Unit to oversee the

delivery of the project, including acquisition of the properties and any renovation/upgrade works required to the property to bring it up to standard, subject to funding.

(4) T H A T delegated authority be granted to the Director of Social Services to instruct the Estates Team and Project Management Unit to procure and appoint a design team and other consultants as may be required to achieve project delivery, subject to funding.

(5) T H A T delegated authority be granted to the Director of Social Services to submit a planning application(s) for the project by virtue of either Regulation 3 or Regulation 4 of The Town and Country Planning General Regulations 1992 (As Amended) if required, and any other necessary statutory applications (for example, building regulations).

(6) T H A T delegated authority be granted to the Director of Social Services to submit and accept grant applications to secure funding towards the cost of the project.

(7) T H A T delegated authority be granted for the Head of Legal and Democratic Services/S151 Officer to prepare, execute, and complete all legal documentation required to acquire the properties, and procure and facilitate the delivery of the project.

(8) T H A T delegated authority be granted for the Director of Social Services and the Head of Finance/S151 Officer to agree the budget for this project, including the acceptance of any external grants, and to make any subsequent amendments necessary to the Capital Programme.

Reasons for decisions

(1) To obtain endorsement from Cabinet for the project.

(2&3) To obtain authority to purchase the freehold interest of up to three properties, and to enable the properties to be brought up to appropriate standards.

(4) To obtain authority to procure and appoint the design team and other consultants as may be required for the project.

(5) To obtain authority to submit planning application(s) for the project.

(6) To obtain authority to submit and accept grant applications for the project.

(7) To obtain authority for the Head of Legal and Democratic Services to prepare, execute and complete all legal documentation required to facilitate the delivery of the project.

(8) To ensure that the capital finances and grants were appropriately monitored and reported.

**C227 MATTER WHICH THE CHAIRMAN HAS DECIDED WAS URGENT
(PART II) –**

RESOLVED – T H A T the following matter which the Chair had decided was urgent for the reason given beneath the minute heading be considered.

**C228 VALE OF GLAMORGAN ENTERPRISE CENTRE (DL/SP)
(SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) —
(Urgent by reason of the need to ensure that the chosen strategic option could
be enacted within the expected timescales.)**

The Deputy Leader presented the report, the purpose of which was to consider strategic options for the Vale of Glamorgan Enterprise Centre and to obtain authority for a way forward.

Work had taken place to work closely with the tenants to find suitable alternative premises and storage which had been successful.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the Strategic Options for the Vale Enterprise Centre be noted.
- (2) T H A T the contents of the report be noted and considered in connection with the Part I report on the agenda.
- (3) T H A T the use of the urgent decision procedure as set out in Section 15.14 of the Council's Constitution be agreed in respect of recommendations contained within the Part II report.
- (4) T H A T following consideration of the Strategic Options, the Director of Place in consultation with the Head of Finance s151 Officer, Monitoring Officer/ Head of Legal and Democratic Services be authorised to proceed with option 1 of the report to agree terms and conditions for the surrender of the Council's lease for the Vale Enterprise Centre in consultation with the Deputy Leader and Cabinet Member for Sustainable Places.
- (5) T H A T delegated authority be granted to the Monitoring Officer/ Head of Legal and Democratic Services to draft, complete and execute any legal documents required to support the surrender of the lease.

Reasons for decisions

- (1) To inform the decision of Cabinet.

- (2) To allow the Part I and Part II reports to be considered together.
- (3) To ensure that the chosen strategic option could be enacted within the expected timescales.
- (4) To enable the surrender of the ground lease for the Vale Enterprise Centre.
- (5) To enable the terms and associated costs of the surrender of the ground lease to be agreed.